

*Personnel*

10 October 1979

MEMORANDUM FOR: Deputy Director for Administration  
Director of Personnel

FROM: Director of Central Intelligence

SUBJECT: Personnel Management (U)

1. I am very pleased with the overall amount of progress that we are making with respect to personnel management. I continue to believe that this is by far the most important thing that any of us are doing at the Agency. (U)

2. Many of my original concerns in this area were generated by views expressed to me by employees early in my tenure and by reading a survey of employee opinion taken in 1976. No matter how good our personnel system is, if the employees don't have faith in it, it is not meeting our needs. (U)

3. In 1976 the following areas of employee concern were revealed in the survey:

- a. Adequacy of programs for career development.
- b. Adequacy in fairness of personnel evaluation and promotion procedures.
- c. Need for information concerning grievance procedures and employee rights.
- d. Opportunity for rotation among and within directorates.
- e. Confusion concerning circumstances and procedures of separation. (C)

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